

**SELECTBOARD MEETING**  
**June 4, 2015**

Present:        Alex Weinhagen                                Brent Meacham  
                     Dave Adams    Nanette Rogers  
                     Casey Mathieu

Guests:        See attached list

The meeting was called to order at 7:00 p.m.

**EXECUTIVE SESSION**

Dave Adams made a motion to enter Executive Session to conduct the treasurer job interview, seconded by Casey Mathieu. Motion passed: 3-0. People in attendance were Alex Weinhagen, Dave Adams, Casey Mathieu, Linda Hardy, Nanette Rogers and Allison Weinhagen. The Board exited Executive Session at 7:30 p.m.

**CONSIDER TREASURER APPOINTMENT**

Alex stated for the general public that the Board met with Linda Hardy to interview her for the Treasurer's position. The interview went well and the Board is prepared to offer Linda the position.

Dave Adams made a motion to offer the Treasurer's position to Linda Hardy at an hourly wage of \$19.00 with the number of hours not to exceed 520 during the fiscal year, seconded by Casey Mathieu. Motion passed: 3-0.

Linda plans to begin work July 1, 2015.

**CHANGES TO AGENDA**

The following change was made to the agenda: Set salaries at the end of the meeting.

**FY'15 AUDIT RFP**

The Board reviewed an Audit RFP drafted by the Internal Financial Controls Committee. Allison Weinhagen advised that the Committee used the Vermont League of Cities and Towns basic template and added information specific to Westford. The RFP requires proposals to be submitted by July 29<sup>th</sup> and for the firm awarded the proposal, to submit the audit by December 7. The Committee feels these dates are realistic and provide sufficient time for a good audit given the Town is late in getting the RFP out and firms have already scheduled audits.

The Board would like the Committee to review the proposals and make a recommendation to the Selectboard on which firm to select.

**PUBLIC COMMENT**

There was no public comment.

**TRAFFIC ON WOODS HOLLOW ROAD & OLD STAGE ROAD**

Bob Laurent and Bill Brouard were present to discuss the traffic on the road they reside on, Old Stage Road, as well as Woods Hollow Road. When Route 128 was under construction a couple of years ago, motorists began detouring the construction by using Woods Hollow Road and Old Stage Road. Mr. Laurent and Mr. Brouard feel that motorists have continued to travel on these roads even though the construction is complete.

Mr. Laurent advised that he has spoken with the State Police and the Sheriff's Office about his concern. However, Mr Laurent has not seen presence by either entity on these roads. Mr.

Laurent and Mr. Brouard are very concerned that someone will get hurt if the speeding issue is not addressed and wanted to know what citizens could do to help out, and what the Town can do.

Alex pointed out that the Town does budget funds for both entities and have on several occasions requested that time be spent on the back roads, particularly Woods Hollow Road, Old Stage Road and Cambridge Road. There have been no other actions put in place to try to deter speeding.

Dennis Angiono echoed Mr. Laurent's and Mr. Brouard's concerns. He has witnessed a lot of speed while driving around as Fire Warden. He suggested getting plate numbers and maybe even publishing the information on the Front Porch Forum to get the attention of the driver.

Lisa Fargo referred to a system in place in Europe involving cameras. The cameras include a radar detector and takes pictures of those that are speeding. Alex questioned if that would be a lawful method due to constitutional issues.

Sargent Welch and Captain Major from the Sheriff's Office were present. Sargent Welch explained his typical patrol day – beginning in the early morning and once commuter traffic is over, patrolling the town's roads to look for criminal activity. Both officers explained the challenge of sitting in one place for very long because motorists warn other motorists. Sargent Welch and Captain Major suggested that citizens contact them via the town office with plate numbers. The driver can't be ticketed for that time however an officer can contact the driver to let them know and if the driver is stopped at a later date a ticket will be issued rather than a warning.

The Sheriff's Office sometimes tries to combine towns (e.g. Westford and Jericho) on one day to save the cost of travel. The officers have a good relationship with the Town Clerk and check in to find out what's happening in town. The office is working on staggering its dispatch to allow for earlier patrols (officers are not supposed to be out on patrol without a dispatch to call in plate numbers, etc.).

Sargent Welch advised that it was brought to the Sheriff's Office attention this spring that there were motorcyclists doing upwards of 120mph on Route 128. The Sheriff's Office spent a lot of time on Route 128 trying to catch the cyclists instead of patrolling the back roads, which were muddy at the time. If residents contact the Sheriff's Office via the Town Office with specific information (e.g. time of day, road, etc.) the officers can arrange to be in town to hopefully catch the driver.

The Town also discussed setting up speed carts and/or stationary boxes. The stationary boxes cost approximately \$2,500 and are very expensive to maintain.

Calef Letorney was present to discuss what he considers a "speed trap" in the village. A senior citizen has been ticketed two or three times when she has driven out of the village. He knows of others that have also received tickets in these areas. Mr. Letorney feels this is excessive and unfair. He referred to a document which describes criteria to be considered when setting speed limits. One consideration is based on what drivers feel is a safe speed to travel. He feels that most people travel at a higher rate of speed in these two areas leaving the village because they feel it is safe, therefore the speed limit should be changed and/or the signs should be relocated.

### **SHERIFF CONTRACT FOR LAW ENFORCEMENT**

The Board reviewed the contract submitted by the Sheriff's Office. Nanette supplied a copy of the Appendix that was included with the contract in 2014. The Board discussed with Capt. Major and Sgt. Welch being more specific with the Appendix to include language to focus on back roads and/or other items such as the hours. Capt. Major said that would not be a problem. Alex will work with Nanette on the Appendix and forward to the Captain for review.

The Board discussed whether the Town should continue to split the expense of law enforcement services between the State Police and Sheriff's Office. The Board prefers the reports from the Sheriff's Office because they are more informative (e.g. date, time, offense, ticket/warning, etc.). The Sheriff's Office has also been more receptive to patrolling the back roads. The Board questioned if there will be a downside of not having a contract with the State Police. It was noted that the State Police will still be responsible for criminal activity in town.

The Board will make a final decision at the June 15<sup>th</sup> meeting.

### **SEYMOUR ROAD BRIDGE PROJECT**

A draft contract was sent to the Board via email. Nanette added one item to the draft that was missing, which is to retain 5% of the bid price until the project is completed and inspected to the satisfaction of the Town. Alex signed the contract. It will be provided to Tremblay Construction.

The easements were reviewed and amended by the Town's attorney. The documents have been mailed to William Lunderville and Kyle and Sarah Hobart for execution.

### **BEAVER DAMS ON WOODS HOLLOW ROAD**

Alex stated he is not amenable to doing anything with the beaver dams located off Woods Hollow Road because he doesn't feel there has been a substantial change. Dave also did not see much of a problem. Brent will advise if any problems develop.

### **DICK LAVALLEE TREES**

Alex met with Ned Meehan with regard to the trees that were cut on Dick Lavallee's property. Mr. Meehan did not offer a determination on how much the Town should compensate Mr. Lavallee for the trees that were cut, however did advise that Mr. Lavallee is amenable to receiving one cord of split wood. Mr. Meehan felt this was a good compromise. Brent will arrange for the wood to be delivered.

Mr. Meehan also told Alex that the brush hog on a boom is not a good way to trim branches because this method shatters them. He recommended the Town be cautious of how it uses the brush hog and suggested that the Town knock on doors to discuss cutting of trees with abutters before doing so in the future.

Dave Adams made a motion to compensate Dick Lavallee for the trees that were cut on his property with one cord of cut wood, seconded by Casey Mathieu. Motion passed: 3-0.

### **GENERAL FUND FY'15 BUDGET STATUS**

Dave met with MJ to discuss the financial reports. Based on what was presented, the Town is within its budget. With the anticipated costs Nanette has determined, the Town will have approximately \$20,000 left over. The highway has approximately \$41,000 available to get through the end of June. The Board would like spending to be kept to a minimum.

**PUBLIC COMMENT**

Calef Letorney asked about motorized vehicles on town trails and Class IV roads. The trail at the end of Covey Road has a sign at one end prohibiting motorized vehicles but not the other end. He would like to see motorized vehicles be permitted on town trails and Class IV roads and wants to know how to accomplish this. Alex suggested Mr. Letorney speak with the Conservation Commission/Trails Committee about this topic. Nanette advised that currently the Town Trails Ordinance prohibits motorized vehicles on all town trails unless a permit is issued by the Selectboard.

**ACCESS PERMIT**

An access permit was submitted for a house being built off Apple Tree Lane, which is a private road. The Board is unclear why the application was necessary and asked that Nanette consult with Melissa to determine if the DRB is requiring it and if so why.

**MINUTES**

Dave Adams made a motion to approve the May 28, 2015 minutes as written, seconded by Dave Adams. Motion passed: 3-0.

Alex Weinhausen made a motion to approve the May14, 2015 minutes as amended, seconded by Casey Mathieu. Motion passed: 3-0.

**ACCOUNTS PAYABLE & PAYROLL WARRANTS**

The Board approved the accounts payable and payroll warrants.

**CORRESPONDENCE**

Casey Mathieu submitted his resignation from the Development Review Board.

The Town received an email from Nancy Plunkett with more information on Act 148. This will be discussed at the next meeting.

Alex advised that he spoke with Melissa Manka and the Town's attorney with regard to the filing of Ted Pelkey's subdivision mylar. The DRB decision states that all state permits must be in place prior to filing the mylar. This was something that Mr. Pelkey's attorney had proposed as a condition of the approval from the Environmental Court. Alex feels the ball is in Mr. Pelkey's court.

**EXECUTIVE SESSION**

Dave Adams made a motion to enter Executive Session at 9:27 p.m. to discuss personnel and salaries, seconded by Casey Mathieu. Motion passed: 3-0. Only the Board members were present for this discussion. The Board exited Executive Session at 10:19 p.m. No action taken.

**ADJOURN**

The meeting adjourned at 10:20 p.m.

Respectfully Submitted,

Alexander Weinhausen, Chair  
Selectboard

Nanette Rogers  
Town Administrator

TOWN OF WESTFORD  
SELECTBOARD MEETING  
GUEST LIST

Date: June 4, 2015

Name (please print)

Address

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Linda Hardy

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BOB LAURENT

1486 OLD STAGE RD

MIKE MAJOR

CHITTENDEN CITY SHERIFFS

William Brouard

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DENNIS ANGLINO

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Lisa Fargo

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Calef Letorney

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CC 50